



**MINUTES
WEST ALLIS PLAN COMMISSION
WEDNESDAY, MARCH 23, 2016
6:00 PM**

ROOM 128 – CITY HALL – 7525 W. GREENFIELD AVE.

- PRESENT:** Mayor Dan Devine; Jim Hoerig, Chair; Ron Rieboldt; Jim Lisinski; Jean Wolfgang; Eric Torkelson; Wayne Clark
- EXCUSED:** Jon Keckeisen
- STAFF:** Steve Schaer, AICP, Manager of Planning and Zoning
Bart Griepentrog, AICP, Planner II
Ben Rohr, Planning Intern
- OTHERS:** Bryan Foster, Jeremy Kruk, Marion Holley, Todd Antczak, R.G. Keller, Erik Dorfner, Jennifer Nowak, Rich Wolgemuth, Dave Doede, Shaun Dempsey, Justin Flickenger, Brad Kropp, Craig Whitehead

1. Approval of the February 24, 2016 minutes.

A motion was made by Jean Wolfgang and seconded by Jim Lisinski to approve the minutes of the February 24, 2016 meeting.

The motion carried unanimously.

- 2A. Special Use Permit for Westallion Brewing Company, a proposed brewery and tasting room, to be located at 1825 S. 72nd St.**
- 2B. Special Use Permit for Automotive PHD, a proposed automotive repair business, to be located at 1825 S. 72nd St.**
- 2C. Site, Landscaping and Architectural Plans for Westallion Brewing Company, a proposed brewery and tasting room, and Automotive PHD, a proposed automotive repair business, to be located at 1825 S. 72nd St., submitted by Erik Dorfner, d/b/a Westallion Brewing Company and Todd Antczak property owner and d/b/a Automotive PHD. (Tax Key No. 453-0665-000)**

Items 2A, 2B and 2C were considered together.

Discussion ensued with questions being answered by staff.

Jim Lisinski questioned if the applicant would have two years to complete the work, and was advised by Steve Schaer that the staff recommendation to the Plan Commission was for certain minimum level of exterior items being completed in the first year as part of the interior tenant build out.

Ron Rieboldt inquired if there was to be a wall to separate the uses. Steve Schaer advised that the applicant has been in communication with Building Inspection and the Fire Department regarding requirements.

Jim Lisinski asked for verification that the applicant was ok with the requirements.

A motion was made by Jim Lisinski and seconded by Jean Wolfgang to accept the staff recommendations.

Recommendation: Recommend Common Council approval of the Special Use Permits for Westallion Brewing Company and Automotive PHD, and the Site, Landscaping and Architectural Plans for Westallion Brewing Company, a proposed brewery and tasting room, and Automotive PHD, a proposed automotive repair business, to be located at 1825 S. 72nd St., submitted by Erik Dorfner, d/b/a Westallion Brewing Company and by Todd Antczak, d/b/a Automotive PHD (Tax Key No. 453-0665-000), subject to the following conditions:

(Items 1 through 5 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) construction schedule being provided to indicate scope and timing of completion of improvements. At a minimum staff recommends the repainting of the building's exterior, the installation of the wood accent wall, a replacement south window and if located outside, a 4-sided refuse area with screening be located/shown on site and completed in the first year; (b) details of visibility of rooftop units and method of screening; (c) a landscaping plan being submitted for review and subject to the City Forester's recommendations of species and quantities indicated; (d) any exterior lighting being noted on plans along with a photometric plan; (e) a delivery staging area being indicated on the site plan; (f) location of refuse and frequency of refuse pick up being noted as part of each businesses operations; (g) inclusion of a bike rack near the tasting room entrance. Contact Steve Schaer at 414-302-8460 with further questions.
2. Submission of any agreements for off-site parking being provided to the Department of Development for review and approval.
3. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8460.
4. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460.
5. Common Council approval of the Special Use Permit, and applicant's acknowledgement signature on the Special Use Resolution being submitted to the Clerk's Office. (A Public Hearing has been scheduled for April 4, 2016.)

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

6. A signage plan being submitted to and approved by the Department of Development, if desired.

7. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

The motion carried unanimously.

- 3A. **Certified Survey Map by Bustos Asset Management LLC, to acquire property, demolish an existing building at 1126-1128 S. 108 St. and consolidate the property with property they currently own at 1136-1138 S. 108 St. for purposes of creating an additional parking lot, submitted by Justin Flickinger of K. Singh and Associates on behalf of Bustos Asset Management, LLC. (Tax Key Nos. 444-0463-001 and 444-0460-001)**
- 3B. **Site, Landscaping and Screening Plan for Bustos Asset Management to create a parking lot at 1126-1128 W. 108 St., submitted by Justin Flickinger of K. Singh and Associates on behalf of Bustos Asset Management, LLC. (Tax Key Nos. 444-0463-001 and 444-0460-001)**

Items 3A and 3B were considered together.

Discussion ensued with questions being answered by staff.

Jim Lisinski questioned and received confirmation that the owners approved these changes.

A motion was made by Jim Lisinski and seconded by Jean Wolfgang to accept the amended staff recommendations which include striking the setback measure of "2-3ft" from the proposed curb. Condition 1 (d) will read as follows: "(d) poured curbs being included on both sides of the proposed fence. Parking being setback ~~2-3 ft~~ from the new fence to avoid damage;"

Recommendation: Recommend Common Council approval of the Certified Survey Map by Bustos Asset Management LLC, and the Site, Landscaping and Screening Plan for Bustos Asset Management to create a parking lot at 1126-1128 W. 108 St., submitted by Justin Flickinger of K. Singh and Associates on behalf of Bustos Asset Management, LLC. (Tax Key Nos. 444-0463-001 and 444-0460-001), subject to the following conditions:

(Items 1 through 4 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, Screening and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) impervious area calculations for entire site, (b) a landscaping plan for the overall combined property being submitted for review and subject to the City Forester's recommendations; (c) details of the proposed ornamental metal fence; (d) poured curbs being included on both sides of the proposed fence. Parking being setback from the new fence to avoid damage; (d) existing wheel stops being reanchored or replaced with a poured curb in the existing Bustos parking lot; (e) refuse areas being enclosed within a 4-sided enclosure details being provided. Contact Steve Schaer at 414-302-8460 with further questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8460.
3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening

shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460.

4. Property owner's acknowledgement signature that the non-conforming pole sign will be removed prior to construction of the parking lot.

5. Common Council approval of the Certified Survey Map.

(Remaining conditions of approval to be satisfied within one year of Plan Commission approval;)

6. A revised signage plan being submitted to and approved by the Department of Development, if desired.
7. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

The motion carried unanimously.

4A. Special Use Permit for Happy Tails Pet Training, a proposed dog training business, to be located at 1412 S. 72 St.

4B. Site, Landscaping and Architectural Plans for Happy Tails Pet Training, LLC, a proposed dog training business, to be located at 1412 S. 72 St., submitted by Jennifer Nowak, d/b/a Happy Trails Pet Training LLC. (Tax Key No. 453-0063-000)

Items 4A and 4B were considered together.

Discussion ensued with questions being answered by staff. The business will provide clean up/waste bags for its customers and routinely monitor and clean the area.

A motion was made by Eric Torkelson and seconded by Jim Lisinski to accept the staff recommendations.

Recommendation: Recommend Common Council approval of the special use and approval of the Site, Landscaping and Architectural Plan for Happy Tails Pet Training, LLC, a proposed dog training business, to be located at 1412 S. 72 St., submitted by Jennifer Nowak, d/b/a Happy Trails Pet Training LLC. (Tax Key No. 453-0063-000), subject to Common Council approval of the Special Use Permit, and applicant's acknowledgement signature on the Special Use Resolution being submitted to the Clerk's Office. (A Public Hearing has been scheduled for April 4, 2016.)

The motion carried unanimously.

10. Architectural Plan Amendment for RSR Services, a proposed commercial truck repair facility to be located at 6014 W. Beloit Rd., submitted by Steve Ignasiak, d/b/a RSR Services LLC. (Tax Key No. 475-0034-004)

Discussion ensued with questions being answered by staff.

Jim Hoerig stated he would prefer no window infill if possible and that the use of spandrels panel would be acceptable, if it meets the required fire ratings.

Ron Rieboldt indicated an acceptance for all windows to be filled in, with a preference for the painted banding on the block.

A motion was made by Jim Hoerig and seconded by Wayne Clark to amend and accept the staff recommendations, with an allowance to accept spandrel windows.

Recommendation: Recommend approval of the Architectural Plan Amendment for RSR Services, a proposed commercial truck repair facility to be located at 6014 W. Beloit Rd., submitted by Steve Ignasiak, d/b/a RSR Services LLC. (Tax Key No. 475-0034-004), subject to the following conditions:

(Item 1 is required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping and Architectural Plans being submitted to and approved by the Department of Development to show the following: (a) restoration/repair of existing windows or spandrel alternates along the entire portion of the eastern and western facades, unless infeasible with required floor plan modifications; and, (b) inclusion of decorative style masonry product of complementary color(s) on the new addition, with corresponding window and door style and sill features to match/complement the existing building. Contact Bart Griepentrog, Planner II at 414-302-8469 with any questions.

The motion carried unanimously.

- 5A. Special Use Permit for Foster-Holley Funeral Home, a proposed funeral home, to be located at 8802 W. Becher St.**
- 5B. Site, Landscaping and Architectural Plans for Foster-Holley Funeral Home, a proposed funeral home, to be located at 8802 W. Becher St., submitted by Mike Herl, d/b/a Paulie K LLC. (Tax Key No. 478-0072-001)**

Items 5A and 5B were considered together.

Discussion ensued with questions being answered by staff.

Eric Torkelson questioned if there will be a refuse area, whether service vehicles will be associated with the business, and if there were any issues with biohazards. The applicant confirmed that a refuse area would be installed, all service vehicles associated with the business would be stored off site and that all biohazards are removed from the site by a commercial company specializing in this service.

Eric Torkelson also inquired if they were submitting a signage plan. Steve Schaer advised that signage is not part of this proposal, noting that the current sign would need to be taken down from the roof, as a condition of the special use approval.

Jean Wolfgang inquired on parking availability. Staff noted that the current parking lot on the 8802 site provides about 23 parking spaces. If the Quonset hut is removed an additional 2-3 spaces would be available for on-site parking. If the next door neighbor's unimproved lot (8800 block of W. Becher St) is desired for additional parking, it will need to be improved with paving, drainage and landscaping.

The applicant indicated there would be approximately ten funerals per month, and that not all funerals would be taking place at 8802 W. Becher St.

A motion was made by Jim Lisinski and seconded by Jean Wolfgang to accept the staff recommendations.

Recommendation: Recommend Common Council approval of the Special Use Permit for Foster-Holley Funeral Home and approval of the Site, Landscaping and Architectural Plans for Foster-Holley Funeral Home, a proposed funeral home, to be located at 8802 W. Becher St., submitted by Mike Herl, d/b/a Paulie K LLC. (Tax Key No. 478-0072-001), subject to the following conditions, subject to the following conditions:

(Items 1 through 7 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. A revised site, landscaping and architectural plan being submitted to the Department of Development to show the following: (a) demolish the quonset hut structure north of the main building and return the area to a paved surface for off-street parking; (b) site plan being updated to show 2 additional landscaping islands on the north end of the site (near the alley); (c) site plan updates to show existing landscaping on the property and around the parking lot; (d) floor plan updates to delineate floor areas/uses and seating capacity within the building; (e) re-anchor concrete wheel stops or replace with poured curb; (f) a four-sided, board-on-board refuse enclosure for any dumpsters being provided on site. Contact Steve Schaer, Manager of Planning and Zoning Planner at (414) 302-8460 with any questions.
2. Use of the abutting property to the west will require paving and landscaping site improvements before it may be used; a site and landscaping plan is required.
3. Applicant's submission of any parking agreements being provided to the Department of Development for review and approval, and if sought with abutting property owner under condition 2.
4. Property owner's acknowledgement signature that the non-conforming pole sign will be removed within one year of the granting of the Special Use Permit.
5. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, City Planner at 414-302-8466.
6. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460.
7. Common Council approval of the Special Use Permit, and applicant's acknowledgement signature on the Special Use Resolution being submitted to the Clerk's Office (Public Hearing scheduled for April 4, 2016).

(Remaining conditions of approval to be satisfied within one year of Plan Commission approval;)

8. A revised signage plan being submitted to and approved by the Department of Development.

9. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

The motion carried unanimously.

6. Site, Landscaping and Architectural Plans for NexGen Building Supply, a proposed commercial building supply company, to be located at 1707 S. 101 St., submitted by Richard Wolgemuth, d/b/a NexGen Building Supply Company. (Tax Key No. 449-9999-006)

Discussion ensued with questions being answered by staff.

Jim Hoerig questioned the parking layout. The applicant confirmed they were ok with working with staff to relocate the fence based on trucking access, and committed to providing additional details of the changes, as advised by staff.

Jim Lisinski asked if there would be any outdoor storage on site. The applicant indicated that there would be outdoor storage within the existing covered shed and also along the south side of the yard area, but not higher than the existing 6-ft fence. Staff is recommending the plan be updated to delineate the type, location and height of outdoor storage.

A motion was made by Jim Lisinski and seconded by Jean Wolfgang to accept the staff recommendations, with the condition that staff work with applicant.

Recommendation: Recommend approval of the Site, Landscaping and Architectural Plans for NexGen Building Supply, a proposed commercial building supply company, to be located at 1707 S. 101 St., submitted by Richard Wolgemuth, d/b/a NexGen Building Supply Company. (Tax Key No. 449-9999-006), subject to the following conditions:

(Items 1 through 3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. A Revised Site, landscaping and Architectural plan being submitted to the Department of Development to show the following: (a) removal of the barbwire from the top of the chain link fence; (b) infill landscaping improvements/replacements along the east side of the property (parking lot); (c) the fence line being modified in the front yard area to line up with the east edge of the building and following directly south; (d) landscaping modifications, including removing gravel in SE corner for increased green space, and removal of weeds and volunteer growth in south parking lot area; (e) the overhead lights along the roof of the southeast corner of the building is removed; (f) the chain link fence being straightened and repaired where it has been damaged; (g) repair of the yellow pole on the north side of the driveway entrance; (h) a four sided refuse enclosure being provided to screen the dumpster area; and (i) any outdoor storage should be indicated on the site plan (the general type, height, and area on plans) with adequate screening being noted. Contact Ben Rohr, Planning Intern at (414) 302-8460 with any questions.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Ben Rohr, Planning Intern at (414) 302-8460 with any questions.

3. A surety bond or other form of security as required under Sec. 12.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Ben Rohr, Planning intern at 414-302-8460.

(Remaining conditions of approval to be satisfied within one year of Plan Commission approval;)

4. A signage plan being submitted to and approved by the Department of Development.
5. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

The motion carried unanimously.

7. Certified Survey Map by Riverbend Shopping Center, to separate one parcel located at 7500 W. Oklahoma Avenue into two parcels, submitted by Brad Kropp, of Perspective Design, Inc. on behalf of the Crown Group, property owners (Tax Key No. 515-0124-000).

Discussion ensued with questions being answered by staff.

Jim Lisinski questioned why the owner wants the CSM. The property owner from the Crown Group/Craig Whitehead indicated the CSM is frequently used in retail situations to split one retailer from the rest of a shopping center. The change would offer more flexibility to the property owner/investor to obtain better financing. In this specific example, the CVS (national credit tenant) would have a greater value, if separated from the rest of the shopping center (which primarily features smaller retail shops).

A motion was made by Wayne Clark and seconded by Jim Lisinski to accept the staff recommendations.

Recommendation: Recommend Common Council approval of the Certified Survey Map by Riverbend Shopping Center, to separate one parcel located at 7500 W. Oklahoma Avenue into two parcels, submitted by Brad Kropp, of Perspective Design, Inc. on behalf of the Crown Group, property owners (Tax Key No. 515-0124-000), subject to building and fire codes being met.

The motion carried unanimously.

8. Site, Landscaping and Architectural Plan Amendment for proposed temporary telecommunication tower on an existing commercial parking lot located in the 900 Block S 84 St., submitted by Peter Schau of Ton 80 Realty Services, Inc., on behalf of Verizon Wireless. (Tax Key No. 442-0384-000)

Discussion ensued with questions being answered by staff.

A motion was made by Wayne Clark and seconded by Jean Wolfgang to accept the staff recommendations.

Recommendation: Recommend approval of the Site, Landscaping and Architectural Plan Amendment for proposed temporary telecommunication tower on an existing commercial parking lot located in the 900 Block S 84 St., submitted by Peter Schau of Ton 80 Realty Services, Inc., on behalf of Verizon Wireless. (Tax Key No. 442-0384-000), subject to the following conditions:

1. Temporary use of the site by the applicant from mid-July to the end of August (July 18 to August 31, 2016); and,
2. Verizon providing a surety bond or other form of security, as required under Sec. 12.13(14) of the Revised Municipal Code, in the amount of \$10,000 to be executed by the applicant for the purpose of site restoration and equipment removal after the completion of the lease. This bond or letter should be delivered to the Department of Development prior to site preparation. Contact Shaun Mueller, Senior Planner at 414-302-8460 with any questions.

The motion carried unanimously.

9. **An Ordinance to amend the Official Zoning Ordinance to allow tattoo and body piercing establishments in the C-2 Neighborhood District, as a Permitted Use or as a Special Use.**

Jean Wolfgang stated she prefers option 1.

Eric Torkelson advised the ordinance would need to be submitted to Common Council for approval.

A motion was made by Jean Wolfgang and seconded by Ron Rieboldt to accept the staff recommendations.

Recommendation: Recommend Common Council approval of an Ordinance to amend the Official Zoning Ordinance to allow tattoo and body piercing establishments in the C-1 Central Business District and C-2 Neighborhood District, as a Permitted Use (option A).

The motion carried unanimously.

There being no other business, a motion was made by Jim Hoerig and seconded by Jean Wolfgang to adjourn.

The motion carried unanimously.

The Plan Commission meeting was adjourned at 7:16 p.m.